Fire Safety Briefing Note	**≜UCL**

DISABLE REFUGE COMMUNICATIONS - UCL ISD PROJECT MANAGER BRIEFING NOTE

Employers Requirements (ERs) for Disabled Refuge Communications Using UCL Telephone System - what <u>UCL ISD Project Managers</u> need to know:

Mandatory

Mandatory - UCL **'the Client'** requires that design teams comply with the **Regulatory Reform (Fire Safety) Order 2005**. Specifically, Disabled Refuges shall have a suitable system of communications proportionate to the building height, complexity and risk to meet UCL's 'duty of care' and provide *'reasonable adjustment'* for Disabled Persons on new projects, refurbishment or where identified under a risk assessment;

Information

ISD Telecommunications Order / Purchase - ISD PMs to seek quote from ISD Telecoms and raise a Purchase Order to ensure phones are supplied and fitted <u>prior</u> to project Practical Completion (PC);

Refuge Connection Required - each designated Disabled Refuge to be provided with the facility to connect to the UCL telephone system;

Dialling Out from Refuge Extension - telephone extension requires internal connections only - <u>*no external dial out required*</u>;

Dialling Into Refuge Extension - the extension must be programmed to allow external calls to be made (e.g. mobiles) to ring the extension in addition to normal internal extension connections;

Refuge Extension Numbers Required - ISD PMs to provide the UCL Fire Team with Refuge Ext Numbers <u>prior</u> to building occupation;

Building Reception / Security Desk Extension Numbers Required - ISD PMs to provided UCL Fire Team with desk extensions numbers <u>prior</u> to PC;

Acceptable

*Telephone Provision - within the disabled refuge the following internal telephone units meeting *big button, hearing aid compatible / inductive coupler, hands free connection* shall be provided either:

- **Doro Phone Easy 311c** - see attached;

- **BT Big Button 200** - see attached;

Wall Mounting - handsets to be wall mounted at **approx. 1000 mm** (1m) height above floor level and located with sufficient space for a wheelchair user to operate without obstruction;

Signage / Phone Numbers - UCL Fire Team provides information in a clip frame adjacent to the handset with UCL internal 24/7 full (for mobile use) & extensions contact numbers and exact location to assist user;

*Phones provided generally as *'reasonable adjustment'* but obviously need to be compatible and meet the need identified in any PEEP provided for individuals...

General Information:

UCL Fire Safety Technical Note TN054 which forms part of the UCL Projects' Employer's Requirements (ERs), to provide Disabled Refuges with a suitable means of communication for those persons *that might have sight, hearing or physical disabilities* to use in an emergency while awaiting safe egress, in a temporary Disabled Fire Refuge.
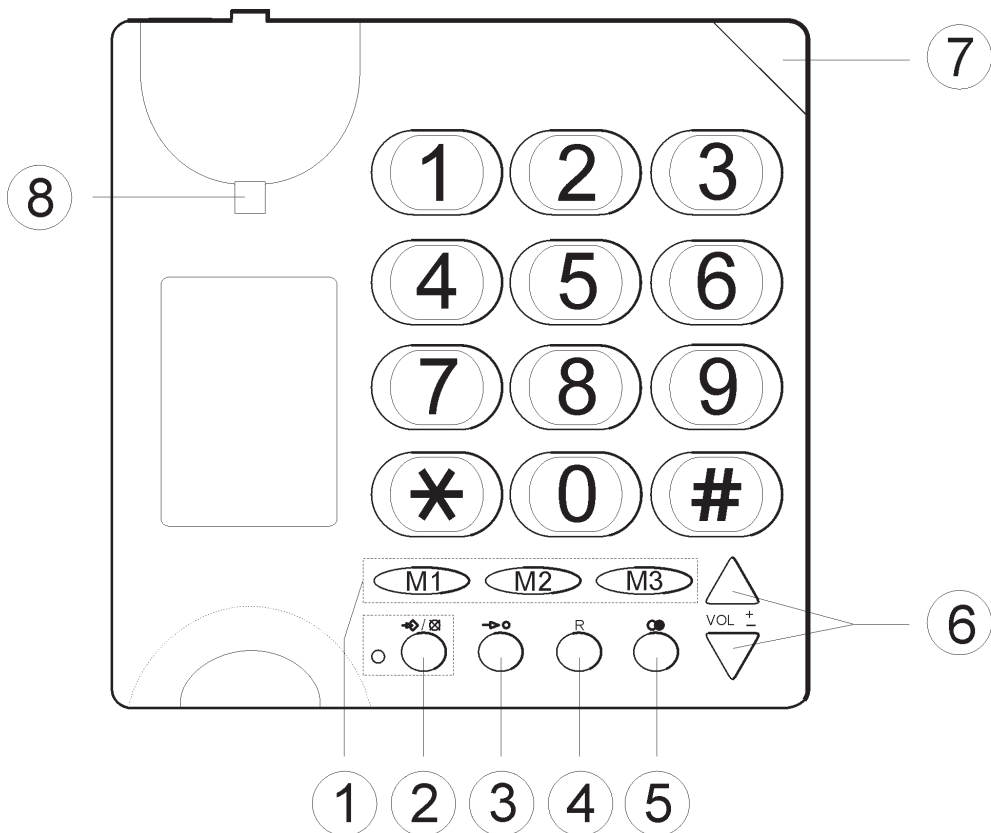
1.0. **Disable Refuge Communications** - generally, there are two methods of providing this communication facility for Disable Refuges and for most premises, a standard telephone unit is adequate but in high-rise or higher risk buildings, a more robust system will be required:

    (a). **Low Risk / Low Rise Buildings** - a *standard accessible telephone* will ensure that persons using the disabled refuge can communicate their presence and location in an emergency:

- UCL security control room (24/7);

- UCL security operations (24/7);

- the building entrance reception desk;

    (b). **Disabled Communications System (BS5839-9)** – requirements will be identified as part of the fire safety design consultation and fire alarm installation;

2.0. **Wall Mounting** - handsets to be wall mounted at **approx. 1000 mm** (1m) height above floor level and located with sufficient space for a wheelchair user to operate without obstruction;

3.0. **UCL Extensions to Full DDI Numbers** - to assist in providing Disabled Refuge full telephone numbers:

UCL Extensions to Full DDI Numbers List		IoE Extensions to Full DDI Numbers List:	
Extension:	**Full DDI Number:**	**Extension:**	**Full DDI Number:**
09XXX	020 7679 9XXX	**04**XXX	020 7907 XXXX
2XXXX	020 7679 XXXX	**051**XX	020 7331 51XX
3XXXX	020 7679 XXXX	**052**XX	020 7331 52XX
4XXXX	020 7679 XXXX	**053**XX	020 7911 53XX
5XXXX	020 3108 XXXX	**055**XX	020 7911 55XX
65XXX	020 3549 5XXX	**06**XXX	020 7612 6XXX

4.0. **Further Information** - contact the UCL Fire Safety Manager (UCL Estates) for further guidance or information on fire@ucl.ac.uk.
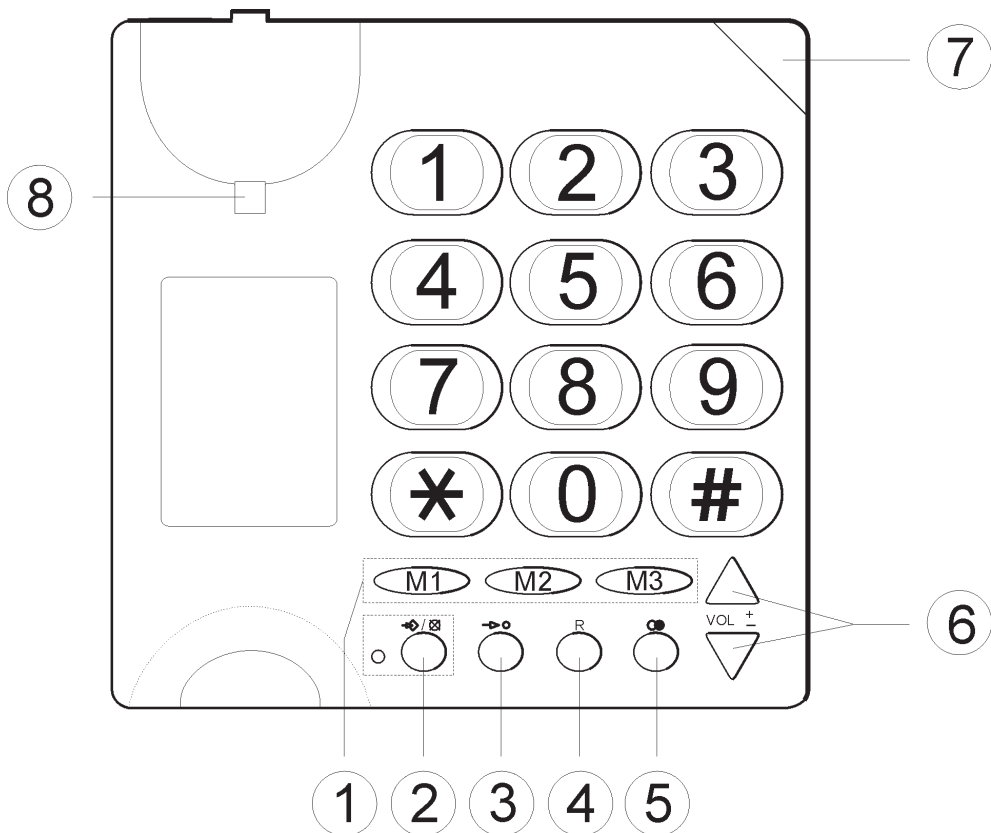
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Date Last Amended: **Jan 20**   2.
Issued by the - Fire Safety Manager, UCL Estates, Gower Street, London, WC1E 6BT - This guide is to be regarded as a general statement of requirements and is in addition to relevant British Standards or any other instructions received from the Local Fire or Building Control Authorities.

doro ◉®

PhoneEasy   doro◉

PhoneEasy 311c

English

1 One Touch (Direct) Memories
2 Store/Mute button and indicator light
3 Memory button
4 Recall button
5 Redial button
6 Earpiece Volume control
7 Visual Ring indicator
8 Handset hanger hook

doro

PhoneEasy 311c

English

1 One Touch (Direct) Memories
2 Store/Mute button and indicator light
3 Memory button
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7 Visual Ring indicator
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This device is intended for the analogue telephone network lines in AT, BE, BG, CH, CY, CZ, DE, DK, EE, ES, FI, FR, GB, GR, HU, IE, IS, IT, LV, LT, LU, MT, NL, NO, PL, PT, RO, SI, SK, SE.

Connection

1. Connect the handset curly cord to the handset and the socket on the left-hand side of the telephone.
2. Connect the telephone line cord to the socket at the rear of the telephone, and to a telephone network wall socket.
3. You will hear a click when the modular plug is correctly in place.
4. Lift the handset and listen for the dial tone. Your telephone is now operational.

Wall mounting

The telephone can be wall mounted using two screws positioned vertically at a distance of 100 mm, the screws should fit into the 'keyholes' on the back of the telephone. Remove the hanger hook (please refer to diagram on page 2) by pushing it upwards, then rotate it 180 degrees and replace it.

Hearing Aid compatible

This telephone is hearing aid compatible. Select the T mode on your hearing aid to enable this feature.

Mute button

Press and release ⊠ to mute the handset microphone during a call, the light next to the button will flash while the microphone is muted. Press and release ⊠ again to continue with your telephone conversation.

Redial button

If the number dialled is engaged or you wish to dial the last number called lift the handset and press and release ◑. Redial will not work if the number dialled was from memory (i.e. M1, M2, M3 or 0-9).

Memory

The telephone has 3 one-touch and 10 two-touch memories. One-touch memories are stored in M1, M2 & M3, two touch memories are stored using the telephone keypad digits 0-9.

Storing One-touch Memories

1. Lift the handset, press and release ⇨ (ignore anything you hear in the earpiece).
2. Select a memory location M1, M2 or M3 by pressing the corresponding button.
3. Enter the telephone number to be stored (up to 21 digits).
4. Press and release ⇨ again.
5. Replace the handset. The number is now stored.

Dialling using One-touch Memories

1. Lift the handset and wait for a dialling tone.
2. Select a memory location by pressing the corresponding memory button (M1, M2 or M3). The stored number will now be dialled.

Storing Two-touch Memories

1. Lift the handset, press and release ⇨ (ignore anything you hear in the earpiece).
2. Press and release ➔O.
3. Select a memory location by pressing one of the keypad number buttons **0**-**9**.
4. Enter the telephone number to be stored (up to 21 digits).
5. Press and release ⇨ again.
6. Replace the handset. The number is now stored.

Dialling using Two-touch Memories

1. Lift the handset and wait for a dialling tone.
2. Press and release ➔O.
3. Select a memory location by pressing the relevant keypad number **0**-**9**. The stored number will now be dialled.

Press and release ◐ if you need to insert a pause in a telephone number. If a stored number changes, follow the procedures above entering the new number in the same location as the old one.

Earpiece Volume control

During a conversation press and release either △ to increase or ▽ to decrease the earpiece volume.

Ringer

1. Lift the handset (ignore anything you hear in the earpiece). Press and release ➔⟩.

2. Press and release **#**.

3. Select a ringer and melody by pressing the number keys **0**-**9** (please refer to the table below).

4. Press and release ➔⟩. Replace the handset.

Key/setting	Melody type	Ringer volume
1	Melody A	Low
2	Melody A	Normal
3	Melody A	High
4	Melody B	Low
5	Melody B	Normal
6 (factory setting)	Melody B	High
7	Melody C	Low
8	Melody C	Normal
9	Melody C	High
0	Off *	-

* If you select 0 the ringer will be turned off until the handset is lifted. After that, the ringer will revert to the previous setting.

Guarantee

This product is guaranteed for a period of 24 months from the date of purchase. In the unlikely event of a fault occurring during this period, please return the item with a copy of the purchase receipt to the place of purchase. Proof of purchase is required for any service or support needed during the guarantee period.
This guarantee shall not apply to a fault caused by an accident or a similar incident or damage, liquid ingress, negligence, abnormal usage, non-maintenance or any other circumstances on the users' part. Furthermore, this guarantee shall not apply to a fault caused by a thunderstorm or any other voltage fluctuations. As a matter of precaution, we recommend disconnecting the telephone during a thunderstorm.

EU declaration of conformity

Hereby, Doro declares that the radio equipment type PhoneEasy 311C is in compliance with Directives: 2014/53/EU and 2011/65/EU.
The full text of the EU declaration of conformity is available at the following internet address: www.doro.com/dofc

THE BT CORDED PORTFOLIO

BT Big Button 200

Colour: White

1 number redial list
10 number only directory

Caller display:	no	Handsfree:	yes	Call waiting indicator:	no
		Headset socket:	no	Message waiting indicator:	yes
Display type:	none	Secrecy:	no	PBX compatible:	yes
		Inductive coupler:	yes	PBX access code:	yes
		Earpiece volume control:	yes		
		Handsfree volume control:	yes	Battery type:	ZnMn
		Call timer:	no	Battery size:	AA
Quick dial memories:	3	Clock:	no		
		Alarm:	no	PSU not required	
Polyphonic ringtones:	0	Calendar:	no		
Standard ringtones:	3	Appointments:	no		
Ringer volume control:	yes	Keypad lock:	no		
Ringer volume on/off:	yes	Illuminated keypad:	no		
Visual ring indicator:	yes	Keypad confirmation tone:	no		
Associated ring tone:	no				
VIP indicator:	no	SIM card:	no		
PIN protected settings:	no				

Wall mount: no

Status: Launched

THE BT CORDED PORTFOLIO

BT Big Button 200

Weights and dimensions

Weight (gms): 627

Dimensions (cm):   22   x   18   x   10.1

Giftbox - dimensions/complete/empty

Dimensions (cm):   22.6 x 22.6 x 10.6

Weight - complete (gms): 975
Weight - empty (gms):   215

Overpack - dimensions/complete

Dimensions (cm):   54.5   x   46.6   x   24

Weight - complete (gms): 10600

No. of giftboxes per overpack: 10

Pallet Ti's x Hi's: 4   x   4

Item code: 061130

CSS code: B39727

Barcode: 5016351304433

Overpack barcode: 05016351820988

Country of manufacture: China

Status: Launched